



U.S. General Services Administration

Federal Acquisition Service

Understanding GSA Engineering & Services Contracts

A Program Managers Guide

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US General Services Administration
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Federal Acquisition Service

Who are we?

- GSA Federal Acquisition Service...A New Service Representing
 - General Supplies and Services
 - Integrated Technology Services
 - Assisted Acquisition Services
 - Travel, Motor Vehicle, & Card Services



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Today's Topics

- Acquisition, GSA, and Project Management Nexus!
- Enabling GSA “Tools” (Professional Services Schedule contracts)
- GSA Tools – Project Management *Crosswalk*
- GSA Tools Features and Benefits
- GSA Support



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Leveraging the Industrial Base for Project Management

- Acquisition
- GSA
- Project Management

GSA can be the enabler!



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Commercial Item Acquisition

- Expanding the use of commercial items in DoD systems offers the DoD opportunities for reduced cycle time, faster insertion of new technology, lower life-cycle costs, greater reliability and availability, and support from a more robust industrial base. It is a fact that for many technologies that are critical to military systems, the commercial marketplace-and not the DoD-now drives the pace of innovation and development.

DoD Extension to PMBOK ® Guide
June 2003



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GSA Schedules Program-What is a Schedule?

- GSA Awarded Competitive IDIQ contracts
- Mirrors Commercial Buying Practices
- Long-term Contracts Awarded to Multiple Vendors - 5 yrs. With Three 5-yr. Options
- Forty-three Schedules Offer 11 Million-Plus Products & Services
- Huge Selection: Over 14,000 Vendors Represented on Nearly 18,000 Contracts



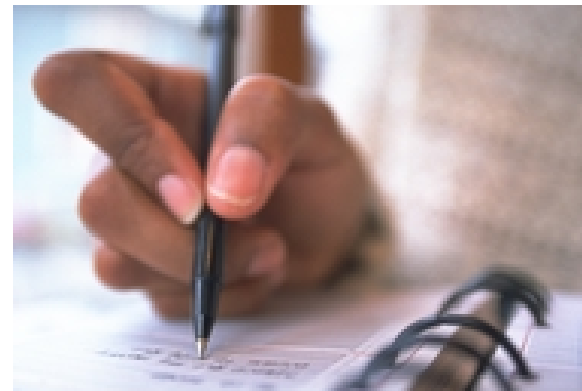
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Transparent Pricing

Task Order Type:

- Firm fixed price or FFP (*preferred*)
- Labor hour
- Time and Materials
- Incentives with FFP





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Enabling Tools

GSA Professional Services Schedule Contracts



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GSA Professional Services (a sample)

- Professional Engineering Services
- Mission Oriented Business Integrated Services
- Logistics Services
- Environmental Services
- Laboratory Services



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Professional Engineering Services (Schedule 871) Industry Partners

- Over 800 Contractors as of January 2007, including:
 - Large Businesses
 - Small Businesses
 - Disadvantaged
 - HUBZone
 - Veteran-owned
 - SDVOB
 - Women-owned



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Professional Engineering Services-871

- Special Item Numbers (SINs):
 - 871-1 Strategic Planning for Technology Programs/Activities
 - 871-2 Concept Development and Requirements Analysis
 - 871-3 System Design, Engineering and Integration
 - 871-4 Test and Evaluation
 - 871-5 Integrated Logistics Support
 - 871-6 Acquisition and Life Cycle Management



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SIN 871-1

➤ Strategic Planning for Technology Programs/Activities

- ...definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc.



SIN 871-2

➤ Concept Development and Requirements Analysis

➤ ...abstract or concept studies and analyses, additional requirements definition, preliminary planning and evaluation of alternative technical approaches...cost-performance trade-off analysis, feasibility analysis..



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SIN 871-3

➤ Systems Design, Engineering and Integration

- ...translation of a system or (subsystem, program, project activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risks identification/analysis/mitigation, traceability...



SIN 871-4

➤ Test and Evaluation

- ...application of various techniques demonstrating that a prototype system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design....



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SIN 871-5

➤ Integrated Logistics Support

-analysis, planning and detailed design of all engineering specific logistics support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles.....



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SIN 871-6

➤ Acquisition Life Cycle Management

➤ ...planning, budgetary, contract and systems/program management functions required to procure and/or produce, render operational and provide life cycle support to technology based systems, activities, sub-systems, projects, etc.....



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Mission Oriented Business Integrated Services (MOBIS)-874

- **Special Item Numbers (SINs):**
 - **874-1 Consulting Services**
 - **874-2 Facilitation Services**
 - **874-3 Survey Services**
 - **874-4 Training Services**
 - **874-5 Support Products**
 - **874-6 Competitive Sourcing Support**
 - **874-7 Program Integration and Project Management Services**
 - **874-99 Introduction of New Services**



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Logistics Worldwide (Logworld)-874V

➤ Special Item Numbers (SINs):

- 874-501 Supply & Value Chain Management Services
- 874-502 Acquisition Logistics
- 874-503 Distribution & Transportation Logistics Services
- 874-504 Deployment Logistics
- 874-505 Logistics Training Services
- 874-506 Support Products
- 874-507 Operations & Maintenance Logistics Management and Support Services



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Environmental

➤ Special Item Numbers (SINs):

- **899-1 Environmental Planning Services & Documentation:**
- **899-2 Environmental Compliance Services:**
- **899-3 Environmental Occupational Training Services:**
- **899-4 Waste Management Services:**
- **899-5 Reclamation, Recycling and Disposal Services: (This does NOT include handling/disposal and/or transportation of nuclear or radioactive waste.)**
- **899-6 Remote Advisory Services:**
- **899-7 Geographic Information Services (GIS):**
- **899-8 Remediation Services:**



Laboratory Testing and Analysis Services

➤ Special Item Numbers (SINs):

- **873-1 Mechanical Testing and Analysis**
- **873-2 Chemical Testing and Analysis**
- **873-3 Electrical Testing and Analysis**
- **873-4 Geotechnical and Thermal/Fire Testing and Analysis**
- **873-99 Introduction of New Testing and Analysis**



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➤ **GSA “Tools” – PM *Crosswalk***



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Project Management Knowledge Areas- *PMBOK® Guide*

- Project Integration Management
- Project Scope Management
- Project Time management
- Project Cost Management
- Project Quality management
- Project Human Resource Management
- Project Communications Management
- Project Risk Management
- Project Procurement Management



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Project Integration Management

- SIN 871-1 Strategic Planning for Technology Programs/Activities
- SIN 871-2 Concept Development and Requirements Analysis
- SIN 871-3 System Design, Engineering and Integration
- SIN 871-5 Integrated Logistics Support
- SIN 874-1 Consulting Services
- SIN 874-7 Program Integration and Project Management Services



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Project Scope Management

- SIN 871-1 Strategic Planning for Technology Programs/Activities
- SIN 871-2 Concept development and Requirements Analysis
- SIN 871-3 System Design, Engineering and Integration
- 874-1 SIN Consulting Services
- SIN 874-7 Program Integration and Project Management Services



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Project Time Management

- SIN 871-3 System Design, Engineering and Integration
- SIN 871-6 Acquisition and Life Cycle Management
- SIN 874-1 Consulting Services
- SIN 874-7 Program Integration and Project Management Services



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Project Cost Management

- SIN 871-2 Concept development and Requirements Analysis
- SIN 871-6 Acquisition and Life Cycle Management
- SIN 874-1 Consulting Services
- SIN 874-7 Program Integration and Project Management Services



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Project Quality Management

- SIN 871-3 System Design, Engineering and Integration
- SIN 871-5 Integrated Logistics Support
- SIN 874-1 Consulting Services
- SIN 874-2 Facilitation Services
- SIN 874-4 Training Services



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Project Human Resource Management

- SIN 874-1 Consulting Services
- SIN 874-2 Facilitation Services
- SIN 874-4 Training Services
- SIN 874-8 Alternative Dispute Resolution (ADR) Services



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Project Communications Management

- SIN 871-6 Acquisition Life Cycle Management
- SIN 874-1 Consulting Services
- SIN 874-7 Program Integration and Project Management Services



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Project Risk Management

- SIN 871-3 System Design, Engineering and Integration
- SIN 871-4 Test and Evaluation
- SIN 874-1 Consulting Services



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Project Procurement Management

- SIN 871-5 Integrated Logistics Support
- SIN 871-6 Acquisition Life Cycle Management
- SIN 874-1 Consulting Services



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Five Types of Project Processes – *PMBOK® Guide*

- Initiating
- Planning
- Executing
- Controlling
- Closing



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Initiating

- SIN 871-1 Strategic Planning for Technology Programs/Activities
- SIN 871-2 Concept development and Requirements Analysis
- SIN 874-7 Program Integration and Project Management Services



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Planning

- SIN 871-1 Strategic Planning for Technology Programs/Activities
- SIN 871-2 Concept development and Requirements Analysis
- SIN 871-6 Acquisition Life Cycle Management
- 874-1 SIN Consulting Services
- SIN 874-7 Program Integration and Project Management Services



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Executing

- SIN 871-5 Integrated Logistics Support
- SIN 871-6 Acquisition Life Cycle Management
- SIN 874-4 Training Support
- SIN 874-7 Program Integration and Project Management Services



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Controlling

- SIN 871-4 Test and Evaluation
- SIN 871-5 Integrated Logistics Support
- SIN 871-6 Acquisition Life Cycle Management
- SIN 874-7 Program Integration and Project Management Services



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Closing

- SIN 871-6 Acquisition Life Cycle Management
- SIN 874-1 Consulting Services



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Multiple Award Schedule Features & Benefits



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Schedules Features and Benefits

- Streamlined Ordering
- Best Value
- Blanket Purchase Agreements
- Teaming Arrangements
- Maximum Order Provisions
- E-Tools



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Multiple Award Schedule Benefits

All Competition Requirements Have Been Met

- No Synopsis Required
- Prices Have Been Deemed Fair & Reasonable
- Terms and Conditions Have Been Pre-negotiated
- Reduced Need For Front-End Procurement Personnel
- Reduced Procurement Lead Time
- Minimizes Documentation Required
- Customized Solutions
- Direct Relationship With Contractors
- No Additional Administrative Fees
- Risk of Protest is Low



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Streamlined Ordering

Under \$3,000

- Select any Schedule Contractor

(The Micro Purchase Threshold for Davis Bacon Act Procurements is \$2,000.
The Micro Purchase Threshold for Service Contract Act Procurements is \$2,500.)

➤ Over \$3,000

- Send RFQ to a Minimum of 3 Schedule Contractors
- Review the Quotes Received (can use GSA e-Buy)
- Select the “Best Value” Based on Other Evaluation Factors in Addition to pricing
- Issue a Task Order/Delivery Order



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Awards Based on Best Value

Best Value is Determined on What is Important to the Buyer

- Price
- Technical Solution (including program management)
- Corporate Experience
- Past Performance
- Delivery



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➤ **Blanket Purchase Agreements**

- BPAs Offer Flexible Solutions and Options
- Build Long Term Relationships With Vendor Partners
- Useful for Replacing Expiring IDIQs
- Easy to Establish
 - Establish BPA From the Pool of Schedule Contractors
 - Used to set up “Accounts” to Fill Recurring Requirements
 - Can Last as Long as the Contract Period
 - Review Annually for “Best Value”
 - May be Offered Volume Discounts When Establishing a BPA



Contractor Teaming Arrangements

- Schedule Contractors May Team With Each Other to Provide a Total Solution for a Customer
- Best for Complex Acquisitions
- Enables Contractors to Consolidate Unique Capabilities
- Offers the Government the Best Combination of Performance, Cost and Delivery
- Increases Small Business Participation
- CTA Team Leader Responsible for Task Order Execution, Even If Not Identified



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Maximum Order Provisions

- Customer Agencies Must:
 - Seek Additional Price Reductions
 - 3+ Contractors for Further Competition

- Contractors can:
 - Offer a Lower Price
 - Offer the Current Contract Price
 - Decline the Order



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E-Tools: Bringing Buyers and Sellers Together

➤ *GSA Advantage!*[®]

➤ e-Buy

➤ e-Library



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Market Research Web Address

Schedules E-Library

www.fss.gsa.gov/elibrary

GSA *Advantage!*[®]

www.gsaAdvantage.gov

GSA e-Buy

access through GSA *Advantage!*[®]

www.gsaAdvantage.gov



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Market Research Tools





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GSA Support



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Support Provided By GSA

- Agency outreach: guidance, training & education
- Industry outreach: promote, facilitate the growth of schedules supplier base
- Expedite awards/mods of “potential” suppliers



GSA Support (continued)

- Value added assisted procurement service or agency in-house buying are customer options.



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Assisted Services Support Provided By GSA

- Acquisition management
- Program management
- Financial management



Costs to Use GSA

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- No additional administrative fee for in- house buying (IFF built into rates)
- Competitive negotiated fee for procurement service